

COURTROOM MINUTES

ARRAIGNMENT/PLEA HEARING

DATE:_____ DAY:_____ START TIME:_____ END TIME:_____

JUDGE/MAG.:_____ CLERK:_____ REPORTER:_____

PROBATION OFFICER:_____ INTERPRETER:_____ SWORN: YES ☐ NO ☐

CASE NUMBER:_____ CASE NAME: USA v. _____

APPEARANCES:

ASST. U.S. ATTY.:_____ DEFENDANT ATTY.:_____

DEFENDANT PRESENT: YES ☐ NO ☐

OFFENSE INFORMATION:

MAXIMUM PENALTY:_____ YR(S) IMPR.; \$_____ FINE; _____ YR(S) SUPERVISED RELEASE

DEFENDANT AGE:_____ \$_____ SPECIAL ASSESSMENT ☐ RESTITUTION

☐ INDICTMENT/INFORMATION READ ☐ DEFENDANT WAIVES READING

PLEA:

GUILTY	DEFENDANT SWORN
NOT GUILTY	PLEA ACCEPTED AS KNOWING AND VOLUNTARY
NO CONTEST	DEFT. ADJUDGED GUILTY BY COURT
MUTE	

TRIAL SCHEDULING:

JURY SEL./TRIAL: _____ TRIAL ESTIMATE:_____ DAYS

PTMH/EVID. HRG.: _____ at _____ MOTIONS DUE:_____

FPTC: _____ at _____ FPTC SUBMISSIONS:_____

FINAL HEARING: _____ at _____

SENTENCING SCHEDULING:

PRESENTENCE REPORT DUE:_____ OBJECTIONS DUE:_____

SENTENCING : _____ at _____

DETENTION:

ORDER SETTING CONDITIONS OF RELEASE ENTERED/AFFIRMED.

DEFENDANT DETAINED PENDING TRIAL/SENTENCING.

DEFENDANT TEMPORARILY DETAINED; DETENTION HEARING:_____ at _____

TOTAL COURT TIME:_____